

Danube Transnational Programme
Sediment-quality Information, Monitoring and Assessment System
to support transnational cooperation for joint Danube Basin water management

D.M.2.2 Steering Committee meeting 19th September 2018, Ljubljana, Slovenia

1. Invitation and Agenda **Kick-off Meeting of the SIMONA Project**

Date: Wednesday, 19th September 2018 Ljubljana, Slovenia

Place: GEOLOGICAL SURVEY OF SLOVENIA

Department for Mineral Resources and Environmental Geochemistry

Dimičeva ulica 14, 1000 Ljubljana

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Agenda:

10:00 – 11:30 Advisory Board (AB), Steering Committee (SCOM), Quality Assurance Management Board (QMB) - chaired by Eszter Takács (HU-NARIC)

- *Project management*
(Programme regulations, project organisation, project contracts)
- *Financial management*
(Overview of project budget, programme specification)
- *Communication*
(General overview, project website content)

11:30 – 12:00 Coffee break

12:00 – 13:00 Working Groups (WGs) – chaired by HU-SZIE

- Presentation of working groups
- Organisations and responsibilities

13.00 – 14.30 Lunch

14:30 – 16:00 Panel discussion – chaired by ICPDR

16.00 End of Kick-off event and Kick-off meeting

2. Minutes

First Steering Committee meeting of the SIMONA Project

Date: Wednesday, 19th September 2018 Ljubljana, Slovenia

Place: GEOLOGICAL SURVEY OF SLOVENIA

Department for Mineral Resources and Environmental Geochemistry

Dimičeva ulica 14, 1000 Ljubljana

A stream of cooperation

Project co-funded by the European Union (ERDF, IPA and ENI)

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Introduction

The project Kick-off Meeting took place on the 19th September 2018, at the premises of Geological Survey of Slovenia in Ljubljana. There were 51 participants at the meeting from 30 different institutions.

Minutes

Steering Committee meeting was the first of the six meetings of the deliverable D.M.2.2 SCOM Meetings, consisted of SIMONA's 17 Project Partners. The main point of the first SCOM meeting was to appoint the Chairperson and SCOM members, collect their contact information and to agree on how the work will be done. Next SCOM meeting is planned in the project period 2.

At the meeting the operation and organisation of the Steering Committee was explained, based on Partnership Agreement, Article 4:

1. The main responsibility of the SC is to establish a clear decision making structure, where the following applies:
 - SCOM is chaired by the Lead Partner: dr. Jasminka Alijagić;
 - Each Project Partner appoints one SCOM member (list below)
2. The SCOM shall oversee the effectiveness and quality of the implementation of the SIMONA, in accordance with the following provisions:
 - it shall consider any relevant problem incurred during the implementation of the project and take decisions on how to solve these problems;
 - it shall periodically review progress made towards achieving the specific targets of the project;
 - it shall examine the results of implementation, particularly the achievement of the targets value (outputs/results) stated in the Application Form on the basis of partner reports and other documents produced by the partners, either on a regular or on ad-hoc basis;
 - it may propose any revision or examination of the project likely to make possible the achievement of the project objectives or to improve its management, including its financial management (e.g. redistribution of activities and budget across the partnership);
 - it approves major changes requested for the implementation of the project activities (e.g. expulsion/substitution/sanctions of a PP for underperformance, modification of activities and outputs, etc.).
3. SCOM will meet every six months – next meeting will be held in project period 2. The invitation with proposed agenda and all the issues to be discussed will be sent by SCOM Chairperson by e-mail at least 30 working days before the proposed date.
4. Decisions are made with consensus among the SCOM members present at the meeting according to the principle “one partner – one vote”. If consensus cannot be reached SCOM will decide according to the majority rule. Majority means the highest number of votes. Votes cannot be delegated to other partners.
5. The LP shall send the minutes of the SCOM meeting reporting the decisions taken to the other members of the SCOM for comments not later than 10 working days after the date of the meeting. If

no written objections are raised from SCOM representatives within 10 working days after the minutes are received, they are considered to be approved.

6. Communication among the members of the SCOM shall be done by email. Any document which shall be sent to the members of the SCOM must be transmitted by email.
7. Working language is English.

Presentations

The presentations are available via the following link:

https://drive.google.com/open?id=1dqkdqCSGFjdCl61EB_GyMSIEEA3Yh2R3

List of SCOM members

First SCOM meeting of the SIMONA Project 19 September 2018 Ljubljana, Slovenia

No	Project Partner	Appointed member	Contact information
1	SI-GEOZS – Chair	Jasminka Alijagić	jasminka.alijagic@geo-zs.si +386 64108525
2	AT-AIT	Edith Haslinger	Edith.haslinger@ait.ac.at +43 505503608
3	AT-GBA	Tanja Knoll	Tanja.knoll@geologie.ac.at +43 69912475949
4	BG-GI-BAS	Irena Peytcheva	irenap@geology.bhs.bg +359 883317633

No	Project Partner	Appointed member	Contact information
5	HR-HGI-CGS	Josip Halamić	Josip.halamic@hgi-cgs.hr +385 98471580
6	HU-SZIE	Győző Jordán	gyozojordan@gmail.com +3630 7284060
7	HU-NARIC	András Szekás	Andras.szekas@akk.naik.hu +3630 9272297
8	HU-BME	Barbara Kéri	Keri.barbara@epito.bme.hu +3630 2752655
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10	RO-IGR	Anca-Marina Vijdea	Anca.vijdea@igr.ro +407 24824715
11	SK-SGIDS	Igor Stríček	Igor.stricek@geology.sk +421 259375245
12	BA-FZG	Ismir Hajdarević	Ismir.hajdarevic@fzg.gov.ba +387 33625208
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14	RS-UB-FMG	Vladica Cvetković	Vladica.cvetkovic@rgf.bg.ac.rs +381 112630020
15	RS-JCI	Prvoslav Marjanović	Prvoslav.marjanovic@jcerni.rs +381 628013376
16	MD-IGS-ASM	Oleg Bogdevich	bogdevicholeg@yahoo.com +373 79051898
17	UA-UGC	Klos Volodymyr	v.klos@ukrgeol.com +380 503513612